

State of Maine Procurement Justification Form

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below. All responses (except signatures) must be typed; no hand-written forms will be accepted. See the guidance document posted with this form on the Division of Procurement Services website (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:		DVEM/Maine Emergency Management Agency	
Department Contract Administrator or Grant Coordinator:		Alina Wright, State Individual Assistance Officer	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$9,590.00	Advantage CT / RQS #:	20200410*1134
CONTRACT	Proposed Start Date:	04/10/2020	Proposed End Date: 06/30/2020
AMENDMENT	Original Start Date:		Effective Date:
	Previous End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		VC1000000018 211 Maine Inc PO Box 15200 Portland, ME 04112-5200	
Brief Description of Goods/Services/Grant:		Emergency related SMS public messaging, COVID19	

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
X	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

- 1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.**

State of Maine Procurement Justification Form

PART III: SUPPLEMENTAL INFORMATION

MEMA has a current MOU with 211 Maine to provide call center services to support the Joint Information effort during a statewide emergency or disaster event. By procuring an SMS text solution, 211 Maine will be able to send COVID19 related communications about health, safety, and available services to subscribers free of charge to the subscriber with the goal of supporting the state's public messaging reach while limiting constituent inquires to call centers, emergency management offices, and public safety answering points.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

MEMA has an existing relationship with 211 Maine- and 211 Maine is already working as a public information line for the COVID19 event. This additional service would support their current operational goals without changing the information source the public is directed to.

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Costs are based on usage and timeframe, where MEMA has control over the number of messages we choose to send per day and how many months we activate this service for. As this service is for emergency communications related to COVID19, it is an eligible expense for reimbursement under the Federal Emergency Management Agency Public Assistance grant program;

4. Describe the plan for future competition for the goods or services.

This service is specific for the term of the current disaster, with an initial period of April-June.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	Peter J. Rogers, Director	Date:	April 10, 2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>AEED9C7B3A8044E...</small> Justin Franzose	Date:	4/13/2020